

**LATVIA UNIVERSITY OF LIFE SCIENCES AND
TECHNOLOGIES**

Faculty of Veterinary Medicine



**STRUCTURE AND DESIGN OF THE CLINICAL
AND EPIDEMIOLOGICAL CASE ANALYSIS**

Methodological Regulations

For students of second cycle professional study programme

“Veterinary Medicine”

Jelgava 2025

The methodological guidelines are designed for the development of Clinical and Epidemiological Case Analysis (CECA) for the students of the Faculty of Veterinary Medicine.

These methodological guidelines are general and do not include specific requirements of individual study courses.

The aim of the methodological guidelines of the CECA is to provide the students with the necessary information about the requirements of the development, execution and presentation of the CECA.

The guidelines were developed by the Head of the Educational Methodology Commission (EMC) of the Faculty of Veterinary Medicine (*VMF mācību metodiskā komisija (MMK)*) asoc.prof. D. Bērziņa with participation of the director of the study programme prof. I. Dūrītis, and members of EMC prof. A. Ilgaža, prof. A. Valdovska, asoc.prof. G. Pētersons, asoc.prof. M. Terentjeva, doc. A. Ilgažs, lect. I. Lūsis, guest lect. A. Vekšins and students Ē. Bite and K. Agarska.

The 3rd revised version of the guidelines was developed by: Dean of the Faculty of Veterinary Medicine and Director of the Veterinary Medicine Study Programme, prof. Kaspars Kovaļenko, Vice-Dean of the Faculty of Veterinary Medicine, Head of the Methodological Commission of the Faculty of Veterinary Medicine, guest lecturer Lelde Tītmane. Prof. Aivars Bērziņš, Assoc. prof. Laima Liepa, asoc. prof. Lauma Mancēviča, Assoc. Inga Pigiņka-Vjačeslavova, guest lecturer Olga Rabočaja, 5th year students Baiba Jermolājeva and Mārcis Eihmanis.

The 4th revised version of the guidelines was developed by: FVM dean, prof. Kaspars Kovaļenko, Director of the Veterinary Medicine Study Programme, assist. Prof. Ivars Lūsis, Vice-Dean of the Faculty of Veterinary Medicine, Head of the Methodological Commission of the Faculty of Veterinary Medicine, guest lecturer Lelde Tītmane.

Participated in the development: prof. Aivars Bērziņš, prof. Aija Ilgaža, assoc. prof. Laima Liepa, assoc. prof. Ilga Šematoviča, assoc. prof. Dace Gorbačevska, Assist. Prof. Evija Liepiņa, Lecturer Olga Rabočaja.

The Methodological Guidelines (1st version) were approved

at the meeting of the Methodology Commission (MC) of the faculty of the Veterinary Medicine on December 6, 2017, protocol Nr.9.

Corrected on February 7, 2018, protocol Nr.2.

The Methodological Guidelines (2nd, revised version) were approved

at the meeting of the Methodology Commission (MC) of the faculty of the Veterinary Medicine on 7 March, 2018, protocol Nr.3.

The Methodological Guidelines (amendments of the 2nd, revised version) were approved

at the meeting of the Methodology Commission (MC) of the faculty of Veterinary Medicine on 6 May, 2020, protocol Nr.5.

The Methodological Guidelines (3rd revised version) were approved

at the meeting of the Methodology Commission (MC) of the faculty of the Veterinary Medicine on 10 March, 2023, protocol No. 3.

The Methodological Guidelines (4th revised version) were approved

at the meeting of the Methodology Commission (MC) of the faculty of the Veterinary Medicine on 12 February, protocol No. 3.

The Methodological Guidelines (amendments of the 4th revised version) were approved

at the meeting of the Methodology Commission (MC) of the faculty of the Veterinary Medicine on 3 December, protocol No. 16

CONTENTS

1. THE OBJECTIVE, TASKS AND REQUIREMENTS FOR THE CLINICAL AND EPIDEMIOLOGICAL CASE ANALYSIS.....	4
2. STRUCTURE, CONTENTS AND EDITING OF THE CLINICAL AND EPIDEMIOLOGICAL CASE ANALYSIS.....	5
2.1. Title page	5
2.2. Contents	5
2.3. List of abbreviations and symbols used in the CECA	5
2.4. Introduction.....	6
2.5. Literature review	6
2.6. Materials and methods	6
2.7. Results and discussion	7
2.8. Conclusions.....	7
2.9. References.....	7
2.10. Appendices.....	10
3. FORMATTING	11
3.1. Formatting of the text	11
3.2. Formatting tables and images	12
4. SUBMISSION, PRESENTATION AND EVALUATION	14
A P P E N D I C E S	3

1. THE OBJECTIVE, TASKS AND REQUIREMENTS FOR THE CLINICAL AND EPIDEMIOLOGICAL CASE ANALYSIS

Clinical AND Epidemiological Case Analysis (CECA) is a requirement for the students of veterinary medicine in the study courses that are indicated by the Methodological Commission (Appendix 1). Its objectives are:

1) To systemise, increase and establish the knowledge and practical skills of the students in research of veterinary medicine;

2) To acquire and develop the practical research skills in the relevant field of veterinary medicine;

3) To encourage the development and presentation of the practical and research work and the acquisition of the veterinary medicine research methods (selection of the literature sources, analysis, critical evaluation, investigation of the research material, interpretation of the results etc.);

4) To acquire the principles of the structure of a scientific paper and the principles of making bibliographic references.

When working on the **CECA**, the following **requirements** should be taken into consideration:

1) Analysis should be performed in the indicated study course and in its relevant subject previously defined by the supervisor of the course or the lecturer of the study course;

2) In-depth investigation of the subject should be based on bibliographic study and use of appropriate methods, the details of which are determined in each study course separately;

3) The structure of the work should provide a logical and reasoned discussion and solution of the problem by applying appropriate use of scientific style of language based on the individually indicated objectives and tasks in the corresponding study course programme.

The CECA subjects and volume is defined by the lecturer of each study course and the specific methodological instructions for its development are described in the CECA guidelines. Every student is responsible for the quality, scientific justification of the conclusions, correct structure and punctual submission of CECA.

For a successful and timely development of the CECA it is advised to follow a step by step approach to writing the CECA and to adhere to the specific work completion stages. When starting the work with CECA, it is advised to make an objective, tasks and a work plan approved by the supervisor of the CECA (the supervisor might be the supervisor of the subject or the lecturer of the corresponding study course). Those steps should be followed by the bibliographic research and analysis, writing of the text, consulting with the supervisor, making the necessary corrections, repeated review and making the final improvements of the work. The work should be written and handed in electronically, in the LBTU E-study platform (the lecturer can assign students to hand in the CECA in paper format, in addition to handing it in E-studies), with or without a public presentation.

2. STRUCTURE, CONTENTS AND EDITING OF THE CLINICAL AND EPIDEMIOLOGICAL CASE ANALYSIS

The CECA of the study course should include the following parts in this exact order: title page, contents, list of abbreviations and symbols used in the CECA (if it is required), introduction, literature review, materials and methods, results and discussion, conclusions, references and appendices (if required). In certain study courses, the CECA might be structured as a Patient's history or The Protocol of Autopsy etc. by including the necessary chapters indicated in the requirements of the specific study course programme. Additionally to the general guidelines, the specific requirements of the CECA are defined by the supervisor of the study course or the lecturer in the beginning of the study course.

2.1. Title page

The title page must be formatted as indicated in the example in Appendix 2. The title page must be formatted with a 6pt spacing between paragraphs, with 20mm margins from the right side, left side, top and bottom of the page. The title page is included in numeration of the work, but the title page is not numbered.

The title page must include the following information:

- LATVIA UNIVERSITY OF LIFE SCIENCES AND TECHNOLOGIES - font *Times New Roman*, character size 18pt, block letters, bold;
- Faculty of Veterinary Medicine, institute under which the CECA is being written - font *Times New Roman*, character size 16pt, bold;
- Full Name, Surname (like it is registered in LBTU IS) – font *Times New Roman*, character size 18pt;
- Clinical and Epidemiological Case Analysis in study course “Title of study course”. *Times New Roman*, 18 pt. character size;
- TITLE OF THE TOPIC - font *Times New Roman*, character size 20pt, block letters, bold;
- Supervisor, degree, academic position, Name, Surname - font *Times New Roman*, size of characters 14pt;
- Author of CECA, Matr. No. [...] Full Name, SurnName - font *Times New Roman*, character size 14pt;
- Jelgava [year] – font *Times New Roman*, character size 14pt.

2.2. Contents

The contents contain all titles of the chapters and subchapters that are located after the contents, numbered in numbering sequence, indicating the number of the appropriate page. The CECA chapters (*Literature review, Materials and methods, Results and discussion*) and their subchapters are numbered. The rest of the sections are not numbered. The example of the contents can be found in appendix 3.

2.3. List of abbreviations and symbols used in the CECA

This section is included in the CECA if there are more than 10 abbreviations in the CECA. Otherwise, the abbreviation is deciphered with a detailed explanation, e.g. Food and Veterinary

Service (FVS). Regardless whether a list of abbreviations is provided in the thesis, when an abbreviation is used for the first time in the text, the full term is written and the abbreviation used further in the text must be written in brackets. While making the list of decipherments, the abbreviations, symbols and special terms must be arranged in columns alphabetically, with the decipherment on the right side.

The generally accepted abbreviations, symbols and terms are not included in the listing. The abbreviations must be deciphered in the language, in which the work is written, except ones that cannot be translated.

Example:

ABBREVIATIONS AND SYMBOLS USED IN WORK

Abbreviations	Explanation
ADC	Agricultural Data Center
PCV2	Porcine circovirus type 2

2.4. Introduction

In the introduction, the student justifies the choice of the topic, its significance and topicality, and gives a preview of the research problem. In the end of the introduction, one aim of the research is formulated and several enabling objectives for reaching the aim are defined and coordinated with the supervisor. The goal of the CECA must be formulated concisely, i.e. it must be brief, precise and specific. All the enabling objectives listed must be relevant to the topic, executable, precise, and have to reflect what has to be done during the analysis in order to develop the CECA. The enabling objectives must correspond with the conclusions.

2.5. Literature review

The literature review contains an analysis of the theoretical information corresponding to the topic, and a broad summary of findings from the reviewed literature and other sources of information on the research topic is presented systematically, citing the research results of other authors. Direct reprinting of other authors' publications is not permitted when creating this and all the other chapters of the CECA. Citations must be used when quoting publications.

2.6. Materials and methods

In the Materials and methods subchapter, the author provides the characterization of the research object, describes the methods used in the research (methods of laboratory diagnostics, clinical examination and technologies etc.) the data collection methodology, and the data processing or the data statistical processing methodology.

2.7. Results and discussion

In this chapter, the results of the performed calculations are reflected and analyzed in detail supplementing the text with tables and figures. The titles of the tables and figures and their explanatory text must be complete, so that the table or figure can be perceived completely as an autonomous unit of information. The insertion of tables or graphic materials without being referred to in the text is not permitted. When developing this chapter, the author interprets and analyzes the results of their calculations and compares them to the results obtained in researches of other authors.

2.8. Conclusions

The conclusions have to provide a summarized answer to the enabling objectives, the conclusions are short and summarizing. The conclusions are derived from the results and their analysis. Numerical material can be included in the conclusions, but general knowledge or results that were not obtained during the research may not be included. The conclusions must be concrete, they are formulated as theses and are numbered.

2.9. References

In all cases when research or ideas of other authors or previously published research of the author of the CECA are used in the work, there must be a reference to these sources. Each of the listed references must be cited in the CECA.

Items in the references are numbered and listed in alphabetical order, all of the bibliographic information of all sources used in writing the CECA (books, scientific articles, periodicals, internet sources etc.) are included in the list. All sources used are listed alphabetically by the first letter of the author's last name or the first letter of the title of the article, if the author is unknown; normative acts are listed according to the type of act (laws, CM regulations, procedures, orders, instructions etc.).

If there are sources used in the work, which are written in Cyrillic characters, they must be listed at the end of the reference list.

table 2.1.

Requirements for formatting references and in-text citations

Source	Reference with example	In-text citation
Journal article (electronic/online) (one author)	Author`s Last Name Initial., publishing year. Title of the article. Title of the journal. Volume No. (number of the section/month), pages. <u>Example:</u> Bokkenheuser V., 1970. <i>Vibrio fetus</i> infection in man. American Journal of Epidemiology. 91(4), p. 400-409.	...text (Bokkenheuser, 1970)

Source	Reference with example	In-text citation
Journal article (electronic/online) (2 authors)	Last Name Initial of all authors., publishing year. Title of the article. Title of the journal. Volume No. (number of the section/month), pages. <u>Example:</u> Bokkenheuser V., Schneider W., 1999. <i>Vibrio fetus</i> infection in man. American Journal of Epidemiology. 19(4), p. 20-29.	...text (Bokkenheuser & Schneider, 1999)
Journal article (electronic/online) (3 and more authors)	Last Name Initial of all authors., publishing year. Title of the article. Title of the journal. Volume No. (number of the section/month), pages. <u>Example:</u> Kovaļenko K., Roasto M., Liepiņš E., Mäesaar M., Hörman A., 2013. High occurrence of <i>Campylobacter</i> spp. in Latvian broiler chicken production. Food Control 29, p. 188–191.	...text (Kovaļenko <i>et al.</i> , 2013)
Journal article (printed)	Rules apply as before. Last Name, Initial of all authors., publishing year. Title of the article. Title of the journal. Volume No. (number of the section/month), pages. <u>Example:</u> Miceli D.D., Pignataro O.P., Castillo V.A., 2017. Concurrent hyperadrenocorticism and diabetes mellitus in dogs. Research in Veterinary Science. p.425-431.	...text (Miceli <i>et al.</i> , 2017)
Book by one author	Author's Last name, Initial., publishing year. Title of the book. Edition (if published repeatedly). Place of publication: Publisher. Total number of pages or the page/pages used. <u>Example:</u> Neville C., 2010, The Complete Guide to Referencing and Avoiding Plagiarism. 2nd Ed. Maidenhead: Open University Press. 300 p.	...text (Neville, 2010)
Book by 2 authors	Author's Last name, Initial., Author's Last name, Initial., publishing year. Title of the book. Edition (if published repeatedly). Place of publication: Publisher. Total number of pages or the page/pages used. <u>Example:</u> Fresenius W., Schneider W., 1988. Water Analysis. Berlin–Heidelberg: Springer Verlag. 804 p.	...text (Fresenius & Schneider, 1988)
Book by 3 or more authors	All authors' Last names, Initials., publishing year. Title of the book. Edition (if published repeatedly). Place of publication: Publisher. Total number of pages or the page/pages used. <u>Example:</u> Campbell N. A., Murry A., Bell E., Fisher T., 2008. Biology. 8th Ed. London: Pearson. 355 p.	...text (Campbell <i>et al.</i> , 2008)

Source	Reference with example	In-text citation
Book with an editor	<p>Author's surname Initial. (ed.), publishing year, Title of the book. Edition (if published repeatedly). Place of publication: Publisher. Total number of pages or the page/pages used.</p> <p><u>Example:</u> Fontana-Giusti G. (ed.), 2008, <i>Designing Cities for People: Social, Environmental and Psychological Sustainability</i>. London: Earthscan. 215 p.</p>	<p>...text (Fontana-Giusti, 2008)</p>
E-book	<p>Author's Last name Initial., publishing year. Title of the book. [Online] Title of series and volume – if it is known. Edition (if published repeatedly). Place of publication: Publisher. Available from: URL. [date of access]</p> <p><u>Example:</u> Sadler P., 2003. <i>Strategic Management</i>. [Online] Sterling. VA Kogan Page. Available from: http://www.netlibrary.com/reader/. [Accessed on 6th May 2022].</p>	<p>...text (Sadler, 2003)</p>
Doctorate / master's / bachelor's theses	<p>Author's Last name Initial., (year). Title of the thesis [Doctorate / master's / bachelor thesis, name of university].</p> <p><u>Example:</u> Jurģevica M., A., (2020). <i>Bioloģiskajā lauksaimniecībā iegūtā svaigpiena kvalitātes izvērtējums</i> [Master's thesis, Latvia University of Life Sciences and Technologies]</p>	<p>...text (Jurģevica, 2020).</p>
Normative acts and Laws	<p>Type and No. of the act, title of the act (in italics) date of adoption//[online] [date of access].</p> <p><u>Example:</u> Cabinet Regulation No. 558 <i>Procedures for Drawing up and Preparing Documents</i>, 4 September 2018 [online] [accessed on 13 May, 2022]. Available from: https://likumi.lv/ta/id/20436-veterinarmedicinas-likums</p> <p>Law, title in italics (year of adoption)// [online] [date of access]. Available from”:</p> <p><u>Example:</u> Law of RL <i>Veterinary Medicine Law</i> (2001) [online]. [accessed on 13 May, 2022] Available from: https://likumi.lv/ta/id/20436-veterinarmedicinas-likums</p> <p>Type of act, title of the act, No of the Official Journal of the EU, date and pages.// [online] [date of access] Available from:</p> <p><u>Example:</u> Regulation of the European Parliament and of the Council (EU) 2016/429 on transmissible animal diseases and amending and repealing certain acts in the area of animal health ('Animal Health Law'). OJ L 84, 31.3.2016. 1-208 pp. [online] [accessed on 13 May, 2022] Available from: https://eur-lex.europa.eu/legal-content/lv/TXT/?uri=CELEX%3A32016R0429</p>	<p>...text (LR MK 558, 2018)</p> <p>...text (Veterinary Medicine Law, 2001)</p> <p>...text (Regulation of the European Parliament and of the Council (EU) 2016/429, 2016)</p>

end of table 2.1.

Source	Reference with example	In-text citation
Electronic resources	Title of organization, Title of resource. // [online] [date of access]. Available from: <u>Example:</u> Food and Veterinary Service, Public database. Veterinary medicinal product register. // [online] [accessed on 27 September, 2023]. Available from: https://registri.pvd.gov.lv/en/vz	...text (FVS, Veterinary medicinal product register).

2.10. Appendices

This chapter contains documents and informative data, if they are too detailed and bulky to be inserted in the text. Questionnaires, voluminous tables and other materials are included in the appendices if they are referenced in the text, for example, (see Appendix 2). The number of pages of the appendices are not included in the page count of the CECA.

3. FORMATTING

3.1. Formatting of the text

Paper, font, character size, page numbers, spacing

- The text is typeset on A4 white paper pages (210 x 297 mm) with a 30mm margin from the left side and 25mm margins from the right side, top and bottom of the page.
- Word processed using font *Times New Roman*, the text is aligned on both sides (*Justify*) and the first line of the paragraph has an indent of 10mm from the left side of the text.
- The scientific names of animals, microorganisms and plants in Latin are always written in italics, but the other symbols they contain – in regular text format.
- If the author wants to highlight a certain part of the text, it may be done using **bold** or underline.
- Font size of the text is 12pt, single line spacing (1,0), no extra space between paragraphs.
- Font size for titles – 14pt, bold, block letters (*All Caps*).
- Font size for subchapter titles – 12pt, Bold.
- The pages are numbered consecutively in Arabic numerals in the middle of the footer of the page, character size 12pt, without using the period or any other punctuation marks. The title page, contents, the pages between them, and the page with the title “APPENDICES” are not numbered, but are included in the numeration, the pages of the appendices are numbered in the usual order, continuing the numbering in the main part of the work.

Chapters and subchapters

- The text is divided in chapters and subchapters (no more than two level subchapters) which are numbered with Arabic numbers, except the contents, abbreviations and symbols used in work, introduction, conclusions, references and appendices.
- The CECA is written in the grammatical third person (without the use of the first-person pronoun “I”) using past or present tenses. The information can be presented without indicating a certain doer, e.g., “the author believes”, “during the research, it was found that...”
- The main chapters and their titles must start on a new page, but the subchapters must be written as a continuation of the text. All titles must be centered horizontally to the page. Full stops are not used after the titles and they are not underlined or italicized. Titles of subchapters are written on a new page only in case if it is impossible to write at least two text rows under the title.
- The line spacing between the titles, subchapter titles, and the text is a single text line (1,0), but two text lines between the text and the title of the next subchapter.
- The title “APPENDICES” (character size 22 pt., bold, character spacing 3pt placed in the center of the text row and in the middle of the page) is written on a new page before the appendices. Each appendix is numbered on the top right part of the page, e.g., Appendix 8, under which the title of the appendix is written in the center of the text row, each appendix starts on a new page.
- Citations to elements of the text must be indicated in round brackets, e.g. (figure 2.1.), (table 3.5.).

2.2. Formatting tables and images

Tables contain the qualitative or quantitative (in numerical format) data obtained during the research. The table must be comprehensible even without reading the explanatory text. The table and figures are placed in the text after the first mention of it in the text, if that is not possible – after the next paragraph.

The text of the CECA must contain references to tables and figures, they can be a descriptive part of the text or they can be indicated in round brackets, for example, (see figure 3.4.). If it is necessary to use tables that are available in internet or literature sources, the author must draw them up themselves, providing a citation of the source in round brackets after the title of the table.

- The title of the table is located over the table, in the center of the text row, in bold, character size 12pt, a full stop is not used at the end of the title.
- The character size of the text in the tables is 12pt, if deemed necessary the characters can be sized down to 10 pt. The character size must be the same in the whole table.
- The tables are numbered separately in each section of the thesis, thus the sequence of the tables is indicated with two numbers, with a full stop after each one.
- The number of the table is placed on the right side of the page above the title, using the base font, e.g. “table 3.2.” indicating that it is the second table of section three. There must be a space of one text line between the text and the table number, as well as between the title of the table and the table itself.
- The right and left side borders of the table must coincide with the borders of the text.
- The first row or column of the table (which may have several levels) contains the titles of the row or column (without abbreviations) and the units of measurement. If all the data of the table has the same measurements, an abbreviated symbol of the measurement is written at the end of the title of the table, after a comma.
- If the table continues on to multiple pages, the row or column titles must be repeated on each page. In this case, the title of the table does not need to be repeated on each page, but at the top of the table, the author must write, e.g., “continuation of table 2.9.” or “end of table 2.9.”
- The table must be placed, so it reads like a continuation of the text. If the information of the table is wide, it must be placed so that the printed thesis should be turned clockwise to read the data.
- The borders of the table's cells are $\frac{1}{4}$, shading is not used.
- All cells of the table must be filled out. If multiple cells contain the same data, it must be written repeatedly. Numbers must be centred in the cells.

Example of formatting a table:

table 3.1.

Title

No.	Description	Description

An image includes drawings, photographs, schemes, diagrams and other illustrations of the text. The image must coincide with the text, it must be comprehensible even without reading the explanation.

- The serial number of the figure must be located under it, in the centre of the text row. The numeration must be created in sequence within each chapter, for example, figure 3.1. (first figure of chapter No 3). After the number of the figure, the title of the figure/image is written in bold, with a full stop. In a new row, an explanation of the figure is provided: the decipherment of the abbreviations and symbols, if they are not included in the figure. Character size 12pt.
- It is not recommended to use text in the figures and images. Instead, numbers and symbols are used and deciphered in the explanation of the figure.

Example of the figure:



figure 3.1. **Title.**

4. SUBMISSION, PRESENTATION AND EVALUATION

The CECA must be submitted on the date determined by the lecturer of the study course. Assessment of work submitted after the deadline is carried out in accordance with the procedures laid down by the course leader.

The CECA is handed in to the lecturer of the study course, who is grading it. The work has to be handed in electronically, in the LBTU E-study platform. The lecturer can assign students to hand in the CECA in paper format, in addition to handing it in E-studies. The file has to be saved in pdf format and titled using the last name and name of the student and their matriculation number, for example, Berzins_Janis_VM55555. The title of the file should not include diacritic marks, cedillas, etc.

CECA is evaluated by the supervisor of the study course, the lecturer of the study course or a commission of teaching staff. If a defence of the CECA is required, the date shall be set by the supervisor of the study course or the lecturer of the study course. The presentation for CECA should be 5-7 minutes long (or as indicated by the lecturer or the supervisor of the study course). The presentation should include information about the chosen subject and analysis. It is not advisable to read all the text from the slides, the student should be able to present the relevant topic freely. After the presentation the student must answer the questions of the lecturer or the teaching staff commission (other students participating in the listening may also ask questions). In the evaluation of the CECA the quality of the presentation and performance, answering to questions and ability to competently discuss the chosen subject will be taken into consideration.

APPENDICES

**The list of study courses of Veterinary Medicine that require Clinical and
Epidemiological Case Analysis (CECA)**

No.	Relevant institute	Course code	Title of study course	CP	Semester
1.	Preclinical Institute	VeteB010	Physiology II	5	4-sem.
2.	Preclinical Institute	VeteB040	Pathology and Forensic Veterinary Medicine I	3	4-sem.
3.	Institute of Food and Environmental Hygiene	VeteB012	Bacteriology, Mycology, Virology II	5	4-sem.
4.	Clinical Institute	VeteB029	Clinical and Laboratory Diagnostics II	3	6-sem.
5.	Clinical Institute	VeteB024	Surgery Techniques and Topographical Anatomy II	4	6-sem.
6.	Institute of Food and Environmental Hygiene	VeteB014	Animal Welfare, Environment Hygiene II	3	6-sem.
7.	Preclinical Institute	VeteB059	Animal Postmortem Necropsies I	4	7-sem.
8.	Clinical Institute	Vete4101	Radiology II	3	7-sem.
9.	Institute of Food and Environmental Hygiene	VeteB026	Parasitology and Parasitic Diseases II	3	7-sem.
10.	Clinical Institute	VeteB038	Small Animal Internal Medicine II	4	8-sem.
11.	Clinical Institute	VeteB022	Internal Medicine, Herd Health III	4	9-sem.
12.	Clinical Institute	VeteB045	Animal Reproduction II	5	9-sem.
13.	Institute of Food and Environmental Hygiene	VeteB033	Infectious Diseases II	4	10-sem.
14.	Preclinical Institute	VeteB0434	Pathology and Forensic Veterinary Medicine IV	2	10-sem.
15.	Clinical Institute	VeteB050	Pharmacology, Pharmacotherapy and Toxicology III	2	10-sem.
16.	Institute of Food and Environmental Hygiene	Vete5015	Organisation of Veterinary Services II	3	10-sem.
17.	Institute of Food and Environmental Hygiene	Vete4117	Food Chain control	3	11-sem.
18.	Institute of Food and Environmental Hygiene	VeteB028	Diseases of Miscellaneous Animals II	4	11-sem.
19.	Institute of Food and Environmental Hygiene	Vete4103	Food Toxicology	3	11-sem.
20.	Institute of Food and Environmental Hygiene	Vete4044	Foodborne Diseases	3	11-sem.
21.	Institute of Food and Environmental Hygiene	VeteB036	Food Hygiene and Inspection II	4	11-sem.
22.	Clinical Institute	VeteB016	Ophthalmology	3	Elective

CONTENTS

1. THE OBJECTIVE, TASKS AND REQUIREMENTS FOR THE CLINICAL AND EPIDEMIOLOGICAL CASE ANALYSIS.....	4
2. STRUCTURE, CONTENTS AND EDITING OF THE CLINICAL AND EPIDEMIOLOGICAL CASE ANALYSIS.....	5
2.1. Title page	5
2.2. Contents	5
2.3. List of abbreviations and symbols used in the CECA	5
2.4. Introduction.....	6
2.5. Literature review	6
2.6. Materials and methods	6
2.7. Results and discussion	7
2.8. Conclusions.....	7
2.9. References.....	7
2.10. Appendices.....	10
3. FORMATTING	11
3.1. Formatting of the text	11
3.2. Formatting tables and images	12
4. SUBMISSION, PRESENTATION AND EVALUATION	14
A P P E N D I C E S	3